

**March 24, 2009**

Chairman Blake called the meeting of the Tipp City Restoration and Architectural Board of Review to order on Tuesday, March 24<sup>th</sup>, 2009 at 7:33 p.m. Other Board members in attendance included: David Watkins, Robert Himes, Joe Bagi, and Mark Mabelitini. Also in attendance were City Planner/Zoning Administrator Matthew Spring and Board Secretary Kimberly Patterson.

Citizens signing the register: Steve Marlowe and Mark Bamberger.

#### Election of Officers

Board Members agreed to postpone the election. Chairman Blake asked for further discussion. There being none, Mr. Bagi **moved to postpone the election of Chairman and Vice Chairman until the new member was present**, seconded by Watkins. **Motion carried.** Ayes: Bagi, Watkins, Himes, Mabelitini, and Blake. Nays: None.

#### Absences

Mr. Mabelitini **moved to excuse Mr. Kidwell and Ms. Bayliff from the meeting**, seconded by Mr. Himes. **Motion carried.** Ayes: Mabelitini, Himes, Blake, Bagi, and Watkins. Nays: None.

#### Minutes

Chairman Blake asked for discussion. There being none, Mr. Himes **moved to approve the October 28, 2008 meeting minutes and the October 28, 2008 Workshop meeting minutes as written**, seconded by Mr. Bagi. **Motion carried.** Ayes: Himes, Bagi, Mabelitini, Watkins, and Blake. Nays: None.

#### Citizens Comments Not on the Agenda

There were none.

#### New Business

**Stephen Marlowe – Marlowe Law Office - 8 S. Third Street, Tipp City - Lot: Inlot 37** – The applicant requested Restoration Board approval for the installation of signage for the new business (*Marlowe Law Office & Mark Bamberger Company*), which would be located at 8 S. Third Street. Staff noted that the two businesses were both attorneys sharing the office space at this location.

**Present Zoning District:** CC/RA- Community Center/Old Tippecanoe City Restoration and Historic District

**Zoning Code Section(s):** §154.052(l)(9)

Mr. Spring stated that the applicant requested Restoration Board approval for the installation of two (2) signs at the new business (*Marlowe Law Office & Mark Bamberger Company*), located at 8 S. Third Street as follows:

1. A 4 square foot projecting sign
2. A 20 square foot window sign

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Mr. Spring also stated that Zoning Code Section 154.052(l)(9) indicates that the Restoration & Architectural Board of Review shall review plans for signs. The Guidelines for the Old Tippecanoe City Restoration and Historic District booklet also states "A Certificate of Appropriateness is required before installation or replacement of any sign."

Projecting Sign

1. The proposed square projecting sign was +/- 4 sq. ft. in total area, constructed of wood and was +/- 24" x 24". The sign would be a double-sided, non-illuminated construction, with *black* lettering, a *black border*, over a *gold* background. The projecting sign would utilize the existing bracket on the western façade of the structure (Monroe Township Building). The bottom of the proposed sign would be a minimum of ± 8.5 feet from grade per the requirements of the Guidelines Booklet.

Window Sign

2. The proposed window signage would be white adhesive lettering (removable) and would be 20 square feet in area (4' x 5').

Mr. Spring stated that per Zoning Code Section §154.100(B)(3) the proposed signage met the area/size requirements for wall/projecting signage in this district. If the Restoration Board approved the applicant's request, a Certificate of Appropriateness would be issued in accordance with code. The applicant would then be required to obtain a sign permit and pay the corresponding sign permit fee.

Mr. Spring provided an excerpt from the Guidelines Booklet for signs for the Board Members in their staff reports for their review.

Mr. Spring noted the following regarding the request:

- If the Restoration Board approves the applicant's request, a Certificate of Appropriateness would be issued in accordance with code.
- If the request was approved by the Restoration Board, the applicant would be required to apply for a Zoning Compliance Permit(s) prior to the placement of the signage.

Stephen Marlowe, 423 W. Walnut Street, and Mark Bamberger approached the dais. Mr. Marlowe and Mr. Bamberger expressed their gratitude for being a part of the community and it was their privilege to occupy the old Moorman and Wist office. Mr. Marlow and Mr. Bamberger expressed their desires to be active in the community.

Chairman Blake asked for further discussion. There being none, Mr. Himes **moved to approve the Certificate as submitted**, seconded by Mr. Bagi. **Motion carried.** Ayes: Himes, Bagi, Mabelitini, Watkins, and Blake. Nays: None.

Old Business

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There was none.

Miscellaneous

2008 Annual Report

Mr. Spring prepared the 2008 Restoration and Architectural Board of Review 2008 Annual Report in accordance with Code §36.047(C) for Board review. Chairman Blake asked for further discussion. There being none, Mr. Mabelitini **moved to approve the 2008 Annual Report for the Restoration and Architectural Board of Review**, seconded by Mr. Watkins. **Motion carried.** Ayes: Mabelitini, Watkins, Himes, Blake, and Bagi. Nays: None.

**RESTORATION AND ARCHITECTURAL  
BOARD OF REVIEW  
2008 ANNUAL REPORT**

1. The Board met 9 times in 2008. A total of 19 requests for Certificates of Appropriateness were reviewed through December 2008. 19 requests were approved and/or approved with modifications, with zero (0) requests being denied.
2. On a regular basis, copies of the Guidelines for the Old Tippecanoe City Restoration and Architectural District booklet were mailed to all new residents/tenants and business owners within the Historical District.
3. The City of Tipp City continued with the Certified Local Government Grant Program. In 2008, Tipp City was awarded CLG grant funding for the promulgation of a Multiple Property Documentation and National Register nominations for the S&G Painting building and the Saunders Seed building. It is anticipated that both buildings will receive listing on the National Register of Historic Places in 2009.
4. On June 19, 2008, the Restoration Board conducted a Continuing Education Workshop for Real Estate Professionals and interested citizens. The workshop was held in cooperation with the consultant firm of Benjamin D. Rickey & Co. and Preservation Ohio. The focus of the workshop will be Tipp City's Historic District with an emphasis on: What Realtors should know about Tipp City's Historic District (history, boundaries, design review, etc.); the Historic Tax Credit Program; Marketing Historic Properties; Historic Designation, Review, and Evaluation; Adaptive Reuse of Historic Buildings; and Financial Incentives.
5. Utilization of a Community Development Block Grant allowed a total of twelve of the recommended wooden Restoration District boundaries signs

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to be installed on side streets within the Historic District. The remaining seven side street signs were installed in early 2008.

6. On November 25, 2008, a joint meeting of the Restoration Board and the Design Subcommittee of the Downtown Tipp City Partnership was held. This meeting provided discussion on various mutual goals, such as public education, training, publications, etc. It was agreed by members of both groups to continue meeting on a regular basis of 3-4 times per year.
7. On December 12, 2008, Tipp City received designation as a Preserve America Community. Preserve America Communities demonstrate that they are committed to preserving America's heritage while ensuring a future filled with opportunities for learning and enjoyment. This community designation program provides strong incentives for continued preservation of our cultural and natural heritage resources.

Mr. Himes inquired as to what action if any could be taken to applicants that had acquired approval for changes that partially implemented or did not implement them at all. Mr. Spring stated that unfortunately projects are not mandated by the City or by the Board and were simply projects on which the property owners approached the Board and for whatever reason chose not to pursue. Mr. Spring noted that regarding projects such as a whole it would be desirable to have the project completed as a whole rather than bits and pieces. Board Members concurred that when reviewing a large project such as a downtown business they would prefer the project be approved as a one whole project. The Board was interested as to whether Coldwater Café had intended to complete their project as presented. Mr. Spring would look into it.

Mr. Himes inquired about replacing the stone steps of the Burwell Building because they were difficult to utilize. Mr. Spring stated that the steps would be an encroachment of the right-of-way and to make the steps more assessable would mean a larger encroachment and normally that would require City Council approval


#### Adjournment

Chairman Blake asked for further discussion or comments. There being none, Mr. Mabelitini **moved for adjournment**, seconded by Mr. Bagi and unanimously approved. Meeting adjourned at 8:00 p.m.

APPROVED:

  
Board Chairman Adam Blake

ATTEST:

  
Mrs. Kimberly Patterson - Board Secretary